



## Request for City Council Committee Action

**Date:** February 6, 2014

**To:** Executive Committee  
Forward to: Ways & Means Committee

**Prepared by:** Timothy Giles, Director Employee Services

**Approved by:** \_\_\_\_\_  
Patience Ferguson  
Director, Human Resources

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Paul Aasen  
City Coordinator

**Subject:** 2014 Salary Adjustment: Non-represented Employees

**Presenters in Committee:** Timothy Giles, Director Employee Services

**Summary of the Request:** Approve salary changes for Non-Represented employees.

### Recommendations:

- 1) All non-represented employees who meet the criteria for step progression will receive a step progression in 2014, subject to satisfactory or better performance.
- 2) Effective at the start of the pay period that includes January 1, 2014, increase the longevity, by 2.36%.
- 3) Effective at the start of the pay period that includes March 1, 2014, increase the regular Salary Schedules by 2.36%. Student Intern rates will not change in 2014.

### Financial Impact (Check those that apply)

☒ **X** No financial impact (If checked, go directly to Background/Supporting Information)

☐ Action requires an appropriation increase to the Capital Budget

☐ Action requires an appropriation increase to the Operating Budget

☐ Action provides increased revenue for appropriation increase

☐ Action requires use of contingency or reserves

☐ Other financial impact (Explain):

☐ Request provided to the Budget Office when provided to the Committee Coordinator

## **Background/Supporting Information**

**Overall Cost of Recommendation for 2014:** The above recommendation, inclusive of step movement, has a cost increase of 2.5% in 2014.

**Salary:** As of December 31, 2013, there were 140 non-represented employees. The projected annualized salary expenditure for this group prior to any schedule change is \$10,931,998. The total cost of the recommendation for 2014 is \$273,300, which includes step-movement cost.

**Step Progression:** The above recommendation includes the cost of step movement for 2014.

cc: Patience Ferguson, Director, Human Resources  
Senior Human Resources Consultants  
Lisa Brown, Central Payroll  
Barbara Payton, HRIS  
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